

Girls' and Women's Education Project  
**Quarterly Report**  
April 1, 2002 to June 30, 2002

Prepared for:

Bureau for Economic Growth, Agriculture, and Trade's/Office of  
Women in Development  
United States Agency for International Development  
Washington, D.C.

Prepared by:

DevTech Systems, Inc.  
**Contract # LAG-C-00-97-00017-00**

## Section II: Administrative Report

### NARRATIVE

#### TITLE

Technical and Administrative Services to the Bureau of Economic Growth, Agriculture and Trade's (EGAT/WID's) Office of Women in Development to Support the Girls' and Women's Education Activity Objectives. (WID-GWE) LAG- C-00-97-00017

#### 1. Background

A five-year contract to carry out this assistance was awarded to DevTech Systems, Inc. on September 30, 1997. The objectives of the contract are to support EGAT/WID in: 1) monitoring the Girls' and Women's Education Initiative; 2) developing effective communications among all stakeholders in the Girls' and Women's Education Initiative; and 3) documenting programs and products concerning the Girls' and Women's Education Initiative. This contract calls for the execution of core activities and not buy-in or subcontractor activities.

#### 2. Expected Results

The restructuring within what used to be the Global Bureau of USAID placed the implementation of the Girls' and Women's Education (GWE) Initiative in the Office of Women in Development. One result of this restructuring is the requirement for technical and administrative assistance from a contractor to support EGAT/WID's attainment of the goals and objectives of this Initiative. Implementation of the Girls' and Women's Education Initiative is conducted in both emphasis and cooperating countries by contractors under separate procurements. The purpose of this contract is to provide assistance to EGAT/WID to ensure that the goals of the GWE Initiative, as reflected by SSO2 (Broad-based, informed constituents mobilized to improve girls' education in emphasis countries) and its IRs and indicators, are attained.

#### 3. Project Core Activities

The Project Core Activities for the third quarter (April-June) FY02 quarter are divided into the following three parts:

##### A. Activity Narrative and Task Report

The Activity Narrative and the Task Report contain both a discussion and a recounting of all the events covered during the reporting period (including events already detailed in the monthly reports for the same period). The Task Report is divided into eight general contract tasks: 1) monitor GWE Initiative; 2) develop effective communications with GWE constituencies; 3) plan and coordinate a range of GWE focused meetings and events; 4) provide technical and administrative assistance to Missions; 5) develop, or assist in, writing reports, studies, and concept papers, and develop innovative ideas; 6) coordinate development, review, revision, and dissemination as appropriate of GWE focused documents, publications, and deliverables; 7) coordinate monitoring and evaluation activities for GWE; and 8) develop and maintain reference materials on the Girls' and Women's Education Initiative.

**B. Project Management** - A report on what activities were accomplished to fulfill contractual responsibilities.

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### **C. Implementation Constraints** – A report of constraints that prevented the fulfillment of specific contractual responsibilities.

#### **A.1. Quarterly Narrative**

DevTech has been engaged in normal communication and monitoring activities (which are not reflected in the chart below but can be found in the monthly activity reports), from reviewing and processing terms of reference and country clearances, interacting with Missions, sharing data and requesting information on girls' education, to constructively participating in meetings and responding to requests from EGAT/WID. Specifically, DevTech supported the EGAT/WID office as they prepared for the portfolio reviews, which entailed gathering information on and from contractors and presenting it in an abbreviated form. DevTech also provided analysis and feedback on the 1<sup>st</sup> draft of the Nepal report that World Education presented to the WID office.

The main focus during the first two months of the quarter was on the Academy for Education Development's (AED) Strategies for Girls' Education (SAGE) Lessons Learned Conference that was held in Elmina, Ghana, May 6-9, 2002. DevTech was part of the Conference Committee that had begun in January 2002. Meetings gradually increased from bi-weekly conference calls to twice weekly meetings held at AED. DevTech was engaged in constant communication with the conference participants from El Salvador, Guinea, Ghana, Mali and the Democratic Republic of Congo. DevTech was exclusively responsible for the Market Place Activity and the Community Visit. The Market Place Activity, organized by Muzit Mesfun, showcased each SAGE country and their respective projects. The participants brought videos, materials, documents and photos, among other items, to provide a colorful glimpse of their work. DevTech arranged for Market Place set up with the hotel and assisted each country team in their respective displays. Audio and visual equipment along with the electrical backup were included in the organization of this activity.

In addition, DevTech was tasked with coordinating the community visit. This required several conference calls with the Sage Ghana country coordinator as well as the need to arrive in Ghana a week earlier than the conference opening. Once in Ghana, Meghan Donahue met with Dr. Beatrice Okyere, The SAGE Ghana Country Coordinator, Esenem Asempa, the SAGE Project Community Worker as well as Ms. Lisa Franchett, Education Officer, USAID Ghana Mission to discuss plans and ideas for the visit. The following day, Ms. Asempa and Ms. Donahue traveled to the communities located in the Central Region near the conference site. They met the Ministry of Education's District representative as well as another local community worker who accompanied them to the communities for this investigative visit. The team arrived to the first community, met the Chief and the Village Elders. They attended a community meeting where Meghan Donahue observed Esenem Asempa's participatory rapid assessment techniques for finding out how much progress the community had made on their action plans. They then went to another community where they spent the night and conducted another community meeting the following day. From these experiences, the group was able to finalize plans for the conference community visits with the SAGE US team. On Monday (May 6), the conference participants divided into two language groups (English and French- to allow for translation) to visit two different communities. The visit was a welcomed experience that provided a context for the conference and gave the participants information about the schools, students, teachers, parents and the residents themselves. The conference continued until May 10, 2002 with the final session ending around 3:30 pm.

DevTech spent post conference updating files (GWE contact lists) and researching GWE specific information (FY 2003 R4 GWE Mission information) and sending current and relevant

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information on girls' and women to our GWE colleagues. DevTech also began the process of organizing a GWE library within the WID office in the Federal Triangle Building. Because the GWE contract will end in December 2002, DevTech has the responsibility of organizing all of the materials that have been gathered over the life of the contract and house them in an appropriate place.

DevTech attended the Education For All (EFA) in Africa conference that was held on June 11, 2002 at the St. Regis Hotel in Washington DC. DevTech also hosted a brown bag meeting on Girls' Education in Bangladesh presented by Christian Rawley who recently returned from the country where she was assisting the USAID Mission in devising their strategic objectives.

Muzit Mesfun, Project Associate, resigned in June because she is leaving the area. DevTech began the process of reviewing curriculum vitas and interviewing candidates to replace Ms. Mesfun. DevTech also began the organization of the project directors' meeting to be held in July 2002. This meeting will be the final one for all GWE contracts.

### A.2. WID-GWE Provided Technical and Administrative Assistance to EGAT/WID in:

General Contract Tasks	Specific Tasks Completed (Selected)
<b>1. Monitor GWE Initiative</b>	<ul style="list-style-type: none"><li>Reviewed Hortense Dicker's consultancy report (February 3 – 23, 2002) in which technical assistance was provided to SAGE/El Salvador in the implementation of the third round table; Howard Williams' Technical Assistance Report (November 3 – 21, 2001) for SAGE/Ghana was also reviewed.</li><li>Reviewed monthly reports for SAGE/ El Salvador, Mali and Guinea for February and March 2002. Highlights include; in El Salvador, the third round table to mobilize the NGO community and public sector in support of girls' education was successfully implemented and was widely covered by the media. Life Skills and Girl-Friendly classroom practices from the Mopti region in Mali, a region not covered by PVOs working with SAGE, was broadcast on national television and radio. In Guinea, a workshop held in Mamou created a forum in which school directors, district level inspectors, female role models, religious leaders and local alliance presidents were able to discuss the specific achievements of local alliances in overcoming the barriers to educating girls.</li><li>Reviewed SAGE bi-weekly reports for April 1, April 15, April 29, May 28 and June 10, 2002. Highlights include: in Ghana, SAGE selected six training manuals for teacher and other education personnel trainers in order to make them gender-sensitive, user and girl-friendly. In the Congo (DRC), a teacher-training module that encourages gender equity and girl-friendly classroom practices was finalized. In Guinea, a commitment from both the Peace Corps and SAGE was made to create a grassroots partnership, linking the work that volunteers do with that of local alliances. In Mali, trainings in girl-friendly practices and in fundraising capacity building were conducted.</li></ul>

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	<p>In El Salvador, a study that will provide data on the reality of girls' education in rural communities is being conducted, the first of its kind. In Mali, the national girls' education fundraising committee (CMR-Scofi) organized award ceremonies in communities that demonstrated outstanding academic and community support for girls' education. In Ghana, four documents that are key to advancing girls' education in Ghana are being finalized. In El Salvador, 250 pedagogical counselors and 100 youth facilitators from the Juvenile Brigades were trained in improved implementation of policies that support girls' education and gender training, respectively. In Congo, 100 schoolteachers were trained on gender and girl-friendly classroom practices.</p> <ul style="list-style-type: none"> <li>Reviewed American for Research's (AIR's) quarterly report for Peru (January – March 2002). Therein is FLORECER (National Network for Girls' Education) and RENIRA's (Local Network for Girls' Education in Ayacucho) activities in solidifying strategic plans, establishing new organizational structures and securing funds/identifying funding sources, especially important for sustainability as the GWE project ended in March 2002.</li> </ul>
<p><b>2. Develop Effective Communications with GWE Constituencies</b></p>	<ul style="list-style-type: none"> <li>Circulated to GWE colleagues, an article on the rising dropout rates of high school students, especially girls, in the Asuogyaman District in Ghana. The article states that girls' enrollment rates at the primary level are lower than that of boys and that the District Assembly, in collaboration with USAID, will be launching a basic education, quality improvement program.</li> <li>Circulated updated lists of GWE personnel and Mission Contacts to GWE constituents.</li> <li>Circulated to GWE Colleagues, three articles that focus on gender issues. The first article purports that although female teachers can be positive forces for girls in school, it, nevertheless, is important to ensure they receive equal technical training and not deem being female is sufficient. The other two articles were on women and land rights .</li> <li>Circulated to GWE Colleagues, a call for support of ratification efforts of a treaty for the rights of women, spearheaded by the Convention on the Elimination of all forms of Discrimination Against Women (CEDAW).</li> <li>Circulated an announcement to GWE colleagues of an NGO briefing titled, "A Preview of Imminent Senate Hearings on the Treaty for the Rights of Women (CEDAW- U. N. Convention on the Elimination of All Forms of Discrimination Against Women)".</li> </ul>

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	<ul style="list-style-type: none"> <li>• Attended a briefing on the SAGE Lessons Learned Conference at the Academy for Educational Development (AED) where DevTech was available to answer specific questions on the conference activities they spearheaded.</li> <li>• Circulated to GWE colleagues, information on the upcoming annual Association for Women's Rights in Development (AWID) conference to be held in October 2002 in Mexico.</li> <li>• In response to a request by the Director of EGAT/WID, researched and circulated a press release on the World Bank's EFA Fast Track Program which is meant to assist developing countries achieve universal primary education by the year 2015.</li> <li>• Sent an announcement on the AAUW Educational Foundation's "Forum on Educational Equity and Teachers Leading Change" for possible inclusion in the EGAT/WID calendar.</li> <li>• Circulated an announcement to GWE colleagues on INSTRAW's "Virtual Seminar Series" on Gender and ICTs which are meant to be forums for exchange of research based knowledge and information through discussions and background materials.</li> <li>• Circulated to GWE colleagues, a brief description of and a link to a UNICEF article titled "Quality Education for All From a Girl's Point of View", published in April 2002.</li> <li>• Circulated to GWE colleagues, a Washington Post article titled "Bush Pledges More Money for Education in Africa". The article states that although the money for education in Africa has been doubled by the U.S. Government to total 200 million, it, nevertheless, is a small drop in the bucket when compared to the 3 to 4 billion a year that needs to be donated by wealthy countries if universal primary education is to be achieved by 2015.</li> <li>• Circulated to GWE colleagues, gender and girls' education related websites, as well as an article on the United States Government's commitment to abolishing human trafficking.</li> </ul>
<b>3. Plan and Coordinate a Range of GWE Focused Meetings and Events</b>	<ul style="list-style-type: none"> <li>• Actively participated as members of the SAGE Lessons Learned Planning Committee, which took place in Elmina, Ghana, May 6 – 9, 2002. DevTech communicated extensively with SAGE staff in Washington, Ghana, the Congo (DRC), El Salvador, Mali and Guinea in order to concretize the organization of the community visit and the marketplace activity.</li> <li>• DevTech helped facilitate the approval of funding for additional SAGE partners to attend the SAGE Lessons Learned Conference.</li> <li>• As key members of the SAGE Lessons Learned</li> </ul>

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	<p>Planning and Implementation Committee, the DevTech team traveled to Ghana and played important roles by chairing pivotal sessions, organizing the community visit and the Marketplace Activity, and providing organizational/ logistical assistance in order to ensure the smooth implementation of the conference.</p> <ul style="list-style-type: none"> <li>• Began planning for the last Project Directors' Meeting by identifying possible dates that may be convenient for all the project directors.</li> <li>• Organized an informal talk on Bangladesh's education sector review with Christina Rawley of Ground Work, Inc. that was attended by the CTO.</li> </ul>
<p><b>4. Provide Technical and Administrative Assistance to Missions</b></p>	<ul style="list-style-type: none"> <li>• Reviewed and processed country clearances for the following: Francine Agueh, Abdoul Baky Maiga, Bruce Spake and Nadine Kadri's trip to the Congo (DRC), Bruce Newman's trip to Nicaragua and Ray Chesterfield and Kjell Enge's trip to Nicaragua and Guatemala.</li> <li>• Facilitated clarification of country clearance requirements for participants of the SAGE Lessons Learned Conference. Reviewed and processed country clearances for thirty-one individuals as well as sent a list of twenty-two participants with their contact information to USAID/Ghana, in lieu of a formal country clearance request.</li> <li>• Reviewed SOWs and processed country clearances for the following: Kenneth Swanberg, and Heather Rome's travel to El Salvador; Felipe Tejeda's travel to Mali; Abdoul Baky, Awa Sylla, Francine Agueh and Magloire Cossou's travel to the Democratic Republic of Congo.</li> <li>• Reviewed SOWs and processed the following country clearances: Wendy Rimer's trip to El Salvador and Belinda Bernard's trip to Guinea.</li> </ul>
<p><b>5. Develop, or Assist in, Writing Reports, Studies, and Concept Papers, and Develop Innovative Ideas.</b></p>	<ul style="list-style-type: none"> <li>• Researched and provided talking points for the Director of EGAT/WID's speech at the SAGE Lessons Learned Conference in Ghana.</li> <li>• Responded to a request by the Director of EGAT/WID by researching and writing a document that encapsulates the WID office's strategies and activities in addressing the barriers to and issue of educating girls.</li> <li>• Critically reviewed and provided six-pages of feedback on World Education's "Longitudinal Study of the Impact of Integrated Literacy Programs on Indicators of Social and Economic Development in</li> </ul>

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	<p>Nepal”.</p> <ul style="list-style-type: none"> <li>Submitted two Ghana trip reports: One focused on data gathered during visits to two communities in which SAGE is being implemented. The second focused on one of the sessions, the Marketplace Activity, of the SAGE Lessons Learned Conference.</li> <li>Critically reviewed and provided detailed feedback on the draft report of the SAGE Lessons Learned Conference, held in Ghana in May 2002.</li> <li>Attended the “Achieving Education for All in Africa” Conference in which three Ministers of Education from, Ghana, Ethiopia and the Gambia and one EFA Coordinator from Nigeria presented their respective country’s status in achieving Universal Primary Education. Wrote a summary of the most important points and shared them with EGAT/WID at a meeting.</li> <li>Responded to a request by the Director of EGAT/WID by provided a briefing paper on the June 26-27, 2002 G-8 meeting in Canada as well as the Education For All (EFA) Working Group’s activities.</li> </ul>
<b>6. Coordinate Monitoring and Evaluation Activities for GWE</b>	<ul style="list-style-type: none"> <li>As one of DevTech’s responsibilities of helping to monitor the GWE initiative requires travel to the respective GWE countries, the Senior Policy and Planning Specialist combined this requirement with that of going earlier to Ghana in order to organize the community visit for SAGE Lessons Learned Conference.</li> <li>Completed and submitted the Spring 2002 Portfolio Reviews for DevTech, DAI/AED and American Institutes for Research (AIR).</li> <li>Researched all FY2003 R4s on USAID’s website and produced a document that reflects all the Strategic Objectives (SOs), Intermediate Results (IRs) and Indicators specific to girls’ and women’s education.</li> </ul>
<b>7. Develop and Maintain Reference Materials on Girls’ and Women’s Education Initiative</b>	<ul style="list-style-type: none"> <li>Continued to collect reference materials on the GWE Initiative.</li> <li>Responded to request by the Director of EGAT/WID to begin the process of strategizing and implementing the revision, categorization, organization and development of a library of GWE products and documents.</li> <li>On-going activity.</li> </ul>



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### B. Project Management

General Contract Tasks	Specific Tasks Completed
Contract Maintenance	<ul style="list-style-type: none"><li>Submitted DevTech's monthly report for March 2002.</li><li>Submitted DevTech's quarterly report for January – March 2002.</li><li>Submitted DevTech's monthly report for April 2002.</li><li>Submitted DevTech's monthly report for May 2002.</li><li>Advertised the project associate position and began the interviewing process.</li></ul>

### C. Implementation Constraints

While the EGAT/WID team is still incomplete in that the CTO position is vacant, DevTech and GWE contractors continue to work through the acting CTOs. In spite of this, the contractors and EGAT/WID staff are working hard to facilitate all activities that need attention in a smooth and efficient manner.

#### Performance

Despite the above constraints, the DevTech team made aided in facilitating EGAT/WID program management of contractors and communication with EGAT/WID-assisted missions. DevTech is also beginning to work more on the technical side of the contract by responding in a more academic fashion to papers, projects and drafts. The DevTech team is making an attempt to remain current in the field of girls' and women's education.

#### 4. Statement of Work

The DevTech team has not determined that a modification of the statement of work is necessary for this quarter, although this issue may need to be revisited when a new CTO arrives. In the meantime, effort has been made to redefine the lines of communication.

#### 5. Financial Report

Contract Data: EGAT/WID-GWE 1025

Quarter Hours	1,001 hours
Cumulative Hours	16,146 hours
Total Level of Effort	120 p/m
Level of Effort for this Quarter	6.26 p/m
Cumulative Level of Effort	100.91 p/m
Unused Level of Effort	19.09 p/m
Total Estimated Cost	\$1,513,179.00
Expenditures this Quarter	\$ 98,438
Cumulative Expenditures	\$1,254,246
Remaining Unexpended Balance	\$258,933

P/M or Person Months are based on 240 Productive days in a Year (Exclusive of sick leave,

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holiday, and vacation)

Quarter is defined as 4/01/02-6/30/02.